



Parks & Recreation Board MEETING NOTES APPROVED

MEETING TITLE	Sherwood Parks & Recreation Board
DATE & TIME	08.01.2011 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	David Bonfiglio
NOTES TAKEN BY	Denise Berkshire

ATTENDEES

Parks & Recreation Board		Council Liaison	
	David Scheirman, Chair	X	Bill Butterfield, City Councilor
X	David Bonfiglio, Vice Chair		
	Brian Stecher		
X	Thad Overturf	X	Kristen Switzer, Community Services Director
X	Frank Funk	X	Denise Berkshire, Event & Volunteer Coordinator
	Marney Jett	X	Bob Galati, P.E. City Engineer
X	Lynn Snyder	X	Sandrine Ganry, P.E. Engineering Associate II
X	Mary Reid	X	Jonathan Ingram, Engineering Associate
X	Lu Vanderburg		

MEETING NOTES

- 1. Call to Order/Roll Call (Scheirman)**
 - The meeting was officially called to order at 7:00 pm.
- 2. Adjustments to the Agenda (Scheirman)**
 - No adjustments were made to the agenda.
- 3. Citizen Comment (Scheirman)**
 - Roslyn Wong of 23375 SW Williams Ave. inquired about an update on the dog park. Switzer explained that the Planning Department will discuss the options for the PGE location at the September PRB meeting. Wong asked about alternative locations. The PRB would like to consider the PGE location first.
 - Sherwood citizen, Rick Spies, has created a website [www.sherwooddogpark.org] dedicated to dog parks in Sherwood.
- 4. Approval of Minutes (Scheirman)**
 - Mary Reid motioned to approve the July 11, 2011 minutes as amended. Frank Funk seconded. All in favor; motion passed.
- 5. Removal of Trees Associated with Brookman Sanitary Sewer Extension Phase 1 Capital Improvement Project (Bob Galati, P.E. City Engineer/Sandrine Ganry, P.E. Engineering Associate II)**
 - Galati explained the Brookman Sanitary Extension Phase 1 Staff Report and presented a PowerPoint presentation outlining the project details (see record). The City of Sherwood

Engineering Department received approval from Clean Water Services and the Army Corps of Engineers for tree removal, but unintentionally did not receive approval from the PRB. During the review process in preparation for this meeting, an arborist and the project contractor reviewed the site and presented an analysis report (see record). Based on their review, the amount of trees to be removed has been reduced. The original report listed 65 trees for removal. After the arborist analysis, the number of trees has been reduced to 48 with only 10 significant trees (20" DBH or larger) impacted due to the trench line. The Engineering Department has tried to mitigate the amount of large trees that need to be removed. Galati explained that the arborist report also addresses homeowner's questions regarding private property impact if the trees closest to their property are removed. Galati read excerpts from the Brookman Sewer Extension Tree Assessment that focus on wind throw (see record). The removed trees will be chipped and distributed on top of the soil to provide protective biomass for remaining tree root structure. Trees are prohibited above the sewer line so shrubs will be replanted in those areas. Restoration will also occur in the staging areas and access points.

- The PRB inquired about elevation in relation to tree height and the size of restoration plantings. 2" caliper trees will be replanted in the areas outside of the pipeline. The PRB asked that trails be considered in the future in conjunction with pipeline projects. The groups also discussed how the pipeline area would work with the Cedar Creek Trail.
- *Mary Reid moved to approve the Brookman Sanitary Extension Tree Removal as proposed. Lu Vanderburg seconded. All in favor; motion passed.*

6. Follow up on last meeting at Woodhaven Park (Bonfiglio)

- The PRB discussed that it was valuable to see the entire area of the park, and how the park has several potential areas for use. When funds are available, it will be helpful to have a plan outlining priorities. In September, the PRB will review the Woodhaven Park Plan and evaluate priorities.

7. Update on PGE Property/Dog Park (Switzer)

- The Planning Department did not receive information from PGE in time for this meeting. The PRB has decided to consider the PGE location first. If the board decides to consider an alternative site, they will send a recommendation to City Council.

8. Updates & Reports

Public Works Monthly Report (Switzer)

- There is no report at this time. However, the staff has been busy with park reservations and maintenance.

Recreation Monthly Report (Switzer)

- **Active Rec happenings during the month of June 2011**
- Youth Lacrosse finished up their season with nine home games in Sherwood in the month of June.
- Youth track moved their practices to the high school after the graduation ceremony.
- Youth soccer already has sixteen teams practicing.
- Youth baseball played ninety two games at Hopkins, Snyder Park and SMS during the month of June. They also played games most every night at Archer Glen and Middleton for the younger kids.
- Youth Softball held about thirty games in the month of June then finished up the season for the Rec kids with a Jamboree on the 18th.
- The older kids for both baseball and softball are still playing at least through July.
- Baseball held two tournaments in June and softball held one bringing, teams and their parents to town from as far away as Medford.
- All of the fall sports are now or were taking registration for the upcoming seasons.

Field House

Monthly Report June 2011

<u>June-11</u>	<u>Jun-11</u>		YTD	
<u>Usage</u>		Est. People <u>Served</u>		Est. People <u>Served</u>
	<u>Count</u>		<u>Count</u>	
Leagues	3	330	34	5924
Rentals	149	3725	834	24901
Other (Classes)	1	9	5	67
[1] Day Use	4	25	96	963
Total Usage		4089		31855

FY 10-11

<u>Income</u>	<u>Jun-11</u>	<u>YTD</u>
Rentals	\$8,151.00	\$57,305.00
League fees (indoor)	\$7,160.00	\$70,799.00
Card fees (indoor)	\$170.00	\$3,382.00
Day Use	\$39.00	\$1,834.00
Merchandise		
Snacks	\$229.00	\$5,913.00
Classes		\$2,896.25
Total Income	\$15,749.00	\$142,129.25

Please note this ends the fiscal year 2010 2011.

FY 09-10

<u>Income</u>	<u>Jun-10</u>	<u>YTD</u>
Rentals	\$2,670.00	\$39,501.75
League fees (indoor)	\$1,380.00	\$83,204.00
Card fees (indoor)	\$120.00	\$5,369.07
Day Use	\$144.00	\$1,518.10
Merchandise		
Snacks	\$240.50	\$4,653.50
Classes		\$1,355.00
Total Income	\$4,554.50	\$135,601.42

Active Rec during the month of July 2011

- Youth baseball's older kids finished up the season with forty games in the month of July.
- The baseball club also hosted the Senior American district tournament at Snyder Park and SMS.
- Baseball will be playing a fall schedule at Snyder Park.
- The Lake Oswego Nike Cup soccer tournament also rented our two turf fields for 38 games in the month of July.
- The High school held their youth football camp the last week of July with over two hundred Sherwood kids participating. Youth football registration is closed.
- Youth Volleyball registration is still open.
- Youth Cheer registration is closed and they were in the Robin Hood parade and will be practicing outside in the month of August.
- Youth soccer's classic teams continue to practice and the Rec teams will start around the second week in August.
- Lance is working closely with P/W to gear up for the fall seasons.

Field House Monthly Report July 2011

<u>July-11</u>	<u>Jul-11</u>		YTD	
<u>Usage</u>		Est. People <u>Served</u>		Est. People <u>Served</u>
	<u>Count</u>		<u>Count</u>	
Leagues	3	350	3	350
Rentals	8	200	8	200
Other (Classes)				
[1] Day Use	2	11	2	11
Total Usage		561		561

FY 11-12

<u>Income</u>	<u>Jul-11</u>	<u>YTD</u>
Rentals	\$605.00	\$605.00
League fees (indoor)	\$580.00	\$580.00
Card fees (indoor)	\$60.00	\$60.00
Day Use	\$21.00	\$21.00
Merchandise		
Snacks	\$120.00	\$120.00
Classes		

Total Income	\$1,386.00	\$1,386.00
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Please note this starts the fiscal year 2011-2012.

FY 10-11

<u>Income</u>	<u>Jul-10</u>	<u>YTD</u>
Rentals	\$4,730.00	\$4,730.00
League fees (indoor)	\$6,945.00	\$6,945.00
Card fees (indoor)	\$250.00	\$250.00
Day Use	\$16.00	\$16.00
Merchandise		
Snacks	\$112.25	\$112.25
Classes		
Total Income	\$12,053.25	\$12,053.25

Tonquin Trail Update (Switzer)

- There have been no meetings or updates to the Tonquin Trail since the last PRB meeting.

Sherwood Community Center Steering Committee Update (Switzer)

- There have been no meetings for the steering committee since the last PRB meeting. The URA Board approved to move forward on the construction of the Sherwood Community Center (official name). The tenant is scheduled to vacate the premises in November with construction beginning the first part of 2012. The floor plan has been adjusted to maximize use and options (e.g. instead of permanent divided classrooms there will be portable divisions).

9. *Council update (Butterfield)*

- Councilor Butterfield shared a few more items for the Community Center:
 - A shower has been removed from the floor plan
 - A design engineer has been hired to assist with audio and visual specifications and stage configuration (raised vs. flat floor)
 - Once those details have been determined, the final floor plan will be completed
 - The next step will be to issue a Request for Proposal for a General Contractor and then begin working with the Engineering Department.
- The PRB inquired about the status of the Plaza. The Plaza is scheduled to be completed in time for the holiday tree lighting in November.
- Bonfiglio praised the storm water collection and electric vehicle charging station on the plaza site.

10. *Next Meeting/Adjourn*

- **Next meeting date:** The next meeting will be held on Monday, September 12, 2011 at 7:00 pm at City Hall
- **Adjourned at 7:48 pm**